



Utility Billing 3NFN, (425) 556-2152  
PO BOX 97010, Redmond, WA 98073-9710  
Email: [utilitybilling@redmond.gov](mailto:utilitybilling@redmond.gov)

## REQUEST FOR NEW WATER AND SEWER SERVICE - BUYER

**~~~If you are a new tenant please do not complete this form. In order to establish a new account, the property owner must complete the "Request to Bill Tenant" form.**

Date: \_\_\_\_\_

PLEASE PRINT, *Thank you.*

Redmond Service Address: \_\_\_\_\_  
\_\_\_\_\_

Closing Date: \_\_\_\_\_ Date of Possession: \_\_\_\_\_

*If Possession date is different than the closing date, please explain below in additional comments.*

Buyer's Name: \_\_\_\_\_

2<sup>nd</sup> Name: \_\_\_\_\_

Telephone numbers: *List at least one daytime number.* *Please circle type of phone:*

_____	Home	Work	Cell
_____	Home	Work	Cell
_____	Home	Work	Cell
_____	Home	Work	Cell

Mailing Address: *(if different than the service address)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

Additional Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requestor's Name \_\_\_\_\_ Phone number \_\_\_\_\_

Please mail or fax the completed form to the City of Redmond:

Mailing Address: City of Redmond  
Utility Billing 3NFN  
PO Box 97010  
Redmond, WA 98073-9710

Phone Number: (425) 556-2152  
Fax Number: (425) 556-2198  
Email: [utilitybilling@redmond.gov](mailto:utilitybilling@redmond.gov)